



SIGNAL online

Archives

April 30, 2007

Published by the Southern Ontario Library Service

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1. CLIENT SERVICES INFORMATION COLLECTION FORM –

Deadline Wednesday, May 9th

On April 23rd, a message was sent to all SOLSCEOs to request assistance in compiling information to help SOLS document the contributions it makes to libraries. A Client Services Information Collection Form was posted on the SOLS website. The deadline for submission of this short questionnaire is **Wednesday, May 9, 2007**.

As background information, the following was provided. In September 2001, SOLS retained dMA Planning and

Management Services to develop a model similar to *The Library's Contribution to Your Community* but designed to help SOLS document and communicate its value to funders and potential funders. The model identifies several contributions that capture the benefits of SOLS' services to local libraries. For each contribution, the model identifies the associated services and the measures to be collected. Clearly some of this data is available internally at SOLS but for other data, the library itself is the only source of the information. It is for these services that libraries are asked to complete the Client Services Information Collection Form. It has been kept as brief as possible and is designed to be answered and submitted online. If you prefer to work with pen and paper, please print out the form and fax back your completed data.

If you have a question about the *Client Services Information Collection Form* or *SOLS' Contributions to Libraries*, please contact Laurey Gillies at 1-800-387-5765, ext. 5118, (416) 961-1669 ext. 5118, fax at (416) 961-5122 or e-mail at lgillies@sols.org. You may also view last year's *SOLS' Contribution to Libraries* report on our website.

2. SOLS STAFF MEETING SCHEDULED - Monday June 4th and Tuesday June 5th

Being spread across southern Ontario, it is important for our staff to meet as a group periodically and our next full staff get together is coming up in June. In planning a full staff meeting, we realize that services to libraries will be affected. It is our intention to keep service disruption to a minimum, and to keep libraries informed in advance.

In order for the drivers to attend the staff meeting, SOLS delivery routes will not operate on Monday, June 4 and Tuesday, June 5, 2007. This also means that inter-branch delivery will be cancelled on both days. During the week of June 4, the delivery routes will be re-arranged with some libraries receiving delivery on different days. New book deliveries from the Library Services Centre and Library Bound will continue to be made that week but some delivery days may be adjusted.

A more detailed message with the revised delivery schedule for the week of June 4th will be available in mid-May. For further information, please contact Mary Jo Lynett at 1-416-961-1669, ext. 5127 or 1-800-387-5765, ext. 5127 or by e-mail to mlynett@sols.org

3. CHARITABLE/CONSORTIA PURCHASING AGREEMENTS (CPA)

SOLS negotiates **charitable/consortia purchasing agreements (CPAs)** on behalf of SOLS libraries. CPAs are 'economies of scale' pricing for the purchase or lease of a range of goods and services.

a) Customer Support Agreement for Sagebrush Library Automation products

SOLS has a CPA which covers a Customer Support Agreement for the Sagebrush family of Library Automation programs. The current agreement expires March 31, 2007 and is being renewed for another year. Participating libraries can expect to receive invoices from SOLS within the next couple of weeks. During this time, libraries will continue to be covered by Sagebrush for any support required. For further information, please contact Brenda Lewis at the SOLS Toronto office at 1-800-387-5765 ext. 5130 or by e-mail at blewis@sols.org

b) Service & Support Agreement for Mandarin Library Automation system

This CPA is a result of a Request for Proposal that was issued to every known provider of turn-key library automation systems in North America. Mandarin Library Automation Incorporated was the successful vendor for both single and multi-site applications and since several Ontario Public libraries are using Mandarin systems, a need for service and support was identified. The current offer period is valid to August 15, 2007.

Further information on all Charitable/Consortia Purchasing Agreements can be found on SOLS website or contact Daryl Novak, Director of Operations, at 1-800-387-5765, ext. 5135.

4. CONNECTIVITY

For the last six years, the Ministry of Culture has supported public library connectivity through its Internet Connectivity project which is administered by SOLS. The purpose of the fund is to improve public access Internet connectivity, targeting high speed access. This year, the priority is to raise the minimum speed for all branches to 512 Kbps and provide static IP addresses. Libraries that do not meet the new minimum of 512 Kbps or do not have static IP addresses are encouraged to submit requests. To be deemed eligible, public libraries must:

- Currently provide public Internet access.

- Be public libraries or First Nations libraries established under the Public Libraries Act.
- Be open a minimum of 12 hours per week at the branch at which the connectivity funding is being sought.

Libraries who are not operating at a minimum speed of 512K, or who are currently not participating but wish to participate, should also complete and submit a "Participation Request Form" that is posted on SOLS website. For further information, or to submit the form, please contact Geja Wegman at gwegman@sols.org or call 1-800-387-5765 ext. 5170.

5. INFO – INTERLIBRARY LOAN

For your information, the new INFO union catalogue has been integrated into INFO VDX. In addition to those libraries who submit their holdings data through the INFO Union Catalogue, there are now over 60 INFO libraries providing live Z39.50 access to their catalogues. Further information on the Z39.50 status is posted on the SOLS website.

6. KNOWLEDGE ONTARIO

Knowledge Ontario (formerly the Ontario Digital Library) is a province-wide collaboration of libraries to create an integrated, and interactive digital environment about, and for, Ontarians. **Resource Ontario**, one of six projects, provides all publicly funded libraries in Ontario with access to a core suite of digital products (as of January 1, 2007). The resources and materials from Thomson Gale (CPI-Q and ten other databases) and EBSCO (Canadian Reference Centre) offer full text of thousands of newspapers, magazines and books.

a) SOLS introduces new Knowledge Ontario information page

SOLS has added a Knowledge Ontario portal page to its website. This page is intended to be an information page for SOLS libraries on the roll-out of the Knowledge Ontario initiatives. This page includes information on the various training initiatives from SOLS as well as information about the database resources, particularly on how public libraries can incorporate these resources into their work.

SOLS staff have also created two pathfinders for SOLS libraries. These pathfinders describe the typical steps a library might follow when preparing and launching Resource Ontario (the EBSCO and Thomson Gale databases) in their library. For example, these pathfinders include information about the registration process for the specific database, information about how to link your website to these resources and information on ways to train your library staff on how to use the databases. In some cases, the information is actually posted while, in other cases, the necessary links and other resources are identified to make the process easier. The direct link to these pathfinders is (for EBSCO's Canadian Reference Centre database) and (for the Thomson Gale databases).

b) Registration for the two sets of Resource Ontario databases

There are still approximately 50 library systems in southern Ontario (out of 191) that have not yet registered to use either the Thomson Gale or EBSCO databases. By completing the registration process, library patrons from the library will continue to have access to the resources, and statistics on the usage by patrons from your library will be tracked.

Libraries can register for Thomson Gale websites, through the trial website at www.access.gale.com. At the trial page, follow the link to "Register your institution" and then select the "Public Libraries" option to access the actual registration page. This trial page is not the page that you will link to your library's website, but rather a trial page for libraries to use temporarily and to complete the registration process.

To register for Ebsco's Canadian Reference Centre database through the Knowledge Ontario project, please visit their website. If you are not a current customer of Canadian Reference Centre, you need to register using the link on that page marked "Register to Access Canadian Reference Centre".

7. FUNDING FROM THE ONTARIO TRILLIUM FOUNDATION -

Next deadline is July 1, 2007

The Ontario Trillium Foundation continues to offer grants to libraries in small communities and First Nation communities. Under the OTF community program, applications for grants for **municipal libraries** serving small communities (populations of 20,000 or less) must be submitted through the municipality. Applications for grants for **county libraries** serving small municipalities (populations of 20,000 or less) must be submitted through the County Library Board. Applications for grants for **First Nation libraries** must be submitted through the First Nation's Band Council.

A copy of the application process is posted on the Foundation's website. If you are applying for a **small capital grant**, up to a maximum of \$15,000, there is a new simplified application form. Capital funding is used for repairs, renovations or improvements to land or buildings and to purchase equipment to support program activities. Capital funding also supports accessibility renovations, the purchase of office equipment and musical instruments, and the installation of fuel-efficient furnaces and community-centre roofs. There is also a link to the Trillium website from the main SOLS page at www.sols.org. The next deadline is July 1, 2007 – at 5:00 pm on the deadline date. Rob Lavery, from the SOLS staff, is available to assist in preparing the application or to review an application, and you can contact Rob at 1-800-387-5765, extension 5137 or rlavery@sols.org.

A few grants involving public libraries were announced by the Ontario Trillium Foundation in March 2007 including the following:

Corporation of the Town of Smiths Falls

\$15,000 over one year for this community library to provide an improved selection of large-print and talking books. It will enable the library to meet the educational and recreational needs of the community.

Corporation of the Township of Woolwich

\$75,000 over one year to install a hydraulic elevator and make related modifications. These upgrades will improve access opportunities for residents and visitors of all abilities to the Elmira Public Library.

Corporation of the Village of Newbury

\$20,000 over six months to renovate the local library to make its entrance and washrooms accessible to people of all abilities in the community.

8. TWO SOLS PUBLICATIONS

a) *Creating the Future You've Imagined: a Guide to Essential Planning*

SOLS announces the release of a new publication in the Library Development Guide series. Entitled ***Creating the Future You've Imagined: a Guide to Essential Planning***, the publication outlines SOLS' approach to the planning process, an approach that highlights the need for board and staff to enter into strategic conversation as the best way to arrive at a collective understanding of the library's essence, where it is right now, where it should be, and what it needs to do to get from here to there. Essential Planning is a scale-able planning approach that can be made appropriate for the small town library, the county library with geographically dispersed rural branches, and the thriving urban library system. It recognizes that planning is an essential board and staff responsibility, but also recognizes that it represents work that is in addition to the ongoing governance and operational work required for the provision of library service. The Essential Planning approach was designed to be a manageable, plausible undertaking so that all boards and staff will choose to engage in the essential work of planning for library service.

One copy of *Creating the Future You've Imagined* has already been distributed to every public library in Ontario at no cost. The guide is also available for purchase via the SOLS website.

b) *The Library's Contribution to Your Community, Second edition: March 2007*

Southern Ontario Library Service, in association with dmA Planning and Management Services, has published a second edition of ***The Library's Contribution to Your Community***. This edition is an expanded and updated version of the 1998 publication that won much acclaim throughout North America. We have written this manual to assist you to demonstrate your library's value to your community in terms meaningful to your key funders. Working from key community issues, the manual guides you through the development of your Contribution Strategy from selecting relevant library outcomes from among six contributions and twenty benefits, through collecting and interpreting your data and constructing your argument. The result is a cogent description of your library's contributions specifically linked to issues of high importance in your community, and creating a persuasive case for support.

Copies will be made available to all Ontario libraries at no cost but **must be requested**. Additional copies are also available for Ontario libraries at \$25. For others, the cost is \$100.00 per copy with volume discounts available. An order form is posted in the publications section of the SOLS website.

The ***Library's Contribution to Your Community*** training session, led by Jim Morgenstern of dmA Planning and Management Services, to be held on Tuesday, June 12, 2007 from 10am to 4pm at Vaughan's Bathurst-Clark Resource Library (changed from the Pierre Berton branch) is now full. If you are still interested in participating, please e-mail training@sols.org. If there is sufficient interest, an additional session may be added.

9. SOLS TRAINING WORKSHOPS -

Registration continues

Information about SOLS training workshops is posted in the training section of the SOLS website.

a) Workshops this month

In May, SOLS is offering a series of full-day workshop on programs and services for teens called "Think your programs are 'steeped'? Programs and Services that really connect with teens and tweens". Our workshop presenter is Greer McDonnell, Children's Services coordinator for Lambton County Library, and she will share information on the newest trends and resources in teen services. The workshop locations are London (Wednesday, May 9), Whitby (Wednesday, May 16), Burlington (Wednesday, May 23) and Barrie (Thursday, May 24). To register, please go to the SOLS website.

Also this month, there will be a series of full-day workshops on Nonfiction Readers' Advisory and Reading Maps – two relatively new topics of discussion in the ever-changing world of Readers' Advisory. Find out how you can combine the two, while learning specifically about the memoirs genre. Participants will be asked to read, in advance of the seminar, one memoir from a pre-set list. Locations include Ramara (Thursday, May 3), Oshawa (Thursday, May 10), Orangeville (Thursday, May 17), Oxford County/Ingersoll (Thursday, May 24) and Arnprior (Thursday, May 31). To register, please go to the SOLS website.

Don't miss the opportunity to find out about Summer Programming – including the TD Summer Reading program – by checking out Workshop #7 and Workshop #8.

b) Workshop opportunity at London Public Library

Need to brush up on your business information skills? Canada-Ontario Business Service Centre (COBSC) will introduce its content-rich website on May 25, 2007 from 11:30 am to 1pm at the Central Branch of London Public Library at 251 Dundas Street. Lunch is provided. Stay for the hands-on computer lab workshop on how to use the site, from 2pm to 3pm. Seating is limited to a maximum of 24 people. Admission is free but you must register. Two hours of free parking at Gallerie London will be validated. The registration form is posted on SOLS website.

10. EXCEL PROGRAM -

Registration deadline for the Summer Semester is Monday, May 14, 2007

SOLS has been offering its distance education program, EXCEL, since 1988. Over 500 individuals have completed the requirements for the certificate program, and many more have taken specific courses of interest to them. The information about the 2007 Summer semester of the EXCEL program, as well as a registration form, has been posted on the SOLS website. The registration deadline is **Monday, May 14, 2007 at 5 pm**.

In **English**, we are offering the following courses for the Summer semester:

- #1 - Introduction to Public Libraries – **revised**
- #6 - Basic Collection Development – **revised**
- #9 - Collection Development for Adults
- #16 - Professional Development (**web-based**)

Nous offrons les cours EXCEL suivants en **français** à la session d'été 2007:

- 1. Introduction aux bibliothèques publiques – **révisé**
- 7. Développement des collections pour enfants
- 16. Formation Professionnelle

11. TD SUMMER READING PROGRAM 2007

SOLS has supported the TD Summer Reading Program since 2000 when it was first expanded beyond Toronto. Each year, we organize the ordering process for libraries in southern Ontario, deliver all of the materials to SOLS' libraries, post information about booklists, clip art and other program ideas on our website, as well as organize a number of orientation sessions.

Most of the materials have been distributed to libraries. This would include most of the booklets, posters and sticker sheets. The invitations (for those west of Toronto) and all of the print versions of the staff manuals will be distributed during the next week, due to a delay in receiving the print versions of the manual. To allow us to complete the distribution, if you are still missing materials by May 15th, please contact Peggy Malcolm at 1-866-380-9767 or by e-mail to summerreading@sols.org

The staff at Library and Archives Canada are building the website for the 2007 TD Summer Reading program which

you can find on their website. After selecting the language in which you wish to work, there is a page with introductory information. LAC staff have now posted an electronic copy of the staff manual, as well as the artwork which will be used on the posters, invitations and booklets.

There will be several other opportunities to learn more about the TD Summer Reading materials and to share program ideas. Please check out Workshop #7 and Workshop #8.

12. JOINT OLS-NORTH/SOLS CLEARINGHOUSE OF PROFESSIONAL INFORMATION

Work on the Joint OLS-North/SOLS Clearinghouse of Professional Information continues with ongoing enhancements and updates. The Clearinghouse now has a search engine. The website is using Google's Custom Search feature to enable users to search the site by keyword. The search function is accessible from the sidebar of all Clearinghouse web pages. The direct web address for this search engine is <http://www.sols.org/links/clearinghouse/searchclearinghouse.htm>. Libraries could bookmark this page and add it to their browser tool bar, for quick access.

Please remember to subscribe to our RSS feeds. These feeds are linked to information that has been posted to the main SOLS page at www.sols.org. For further information on RSS, please select the small orange RSS box in the middle of the main SOLS page.

13. SOLS CEO LISTSERV

SOLS maintains a list of all the e-mail addresses for SOLS CEOs. It is this list that is used to distribute Signal. Several times through the month, you may also receive other messages from SOLS. This month, this message was distributed through the SOLSCEO list:

- On April 4th, Laurey Gillies forwarded a message on behalf of the Ministry of the Environment to announce a contest that is part of the government of Ontario's climate change initiatives. The Ministry of the Environment along with the Ministry of Research and Innovation announced two new contests for Ontario's elementary and secondary school students that ask the timely question: **"What can you do to stop climate change?"** These contests have prizes including Raleigh mountain bikes, Creative mp3 audio/video players, Canon digital cameras. The Kid's contest brochure and the Youth contest brochure are posted.
- On April 10th, Brenda Lewis sent a message regarding a COOL offer. The Learning Express trial ended March 31st and any libraries interested in subscribing to this product were to contact Brenda by Friday, April 13th at 416-961-1669 ext. 5130, 1-800-387-5765, ext 5130 or by e-mail to blewis@sols.org
- On April 11th, Barbara Franchetto sent a message regarding a new pool being organized by Ontario Library Service-North. The deadline to sign up for the new French DVD Pool was given as April 13, 2007 and any interested libraries were to contact Kim Brady. For further information on the pool, contact Kim Brady, OLS-North Finance and Purchasing Assistant at Toll Free: 1-800-461-6348, ext. 203 or by e-mail to kbrady@olsn.ca
- On April 23rd, Sue Walls sent a message regarding the *Client Information Survey*. Further information is posted earlier in this newsletter.

If you did not receive this message, and would like further information, please contact the SOLS HelpDesk at 1-800-387-5765, extension 4, or by e-mail to helpdesk@sols.org

14. MINISTRY ANNOUNCES NEW LITERACY GRANT

On April 27, 2007, the Ministry announced a grant of \$5 million for libraries to boost literacy and learning. The news release, posted is as follows:

"The Ontario government is enhancing the vital role of Ontario's rural, remote and First Nations libraries as community hubs of literacy, learning and access to information by investing \$5 million for libraries, Minister of Culture Caroline Di Cocco announced today.

"Our support will ensure that all Ontarians — regardless of where they live — have access to traditional and digital library services that enable them to participate fully in the life of their communities," said Di Cocco.

The new investment will provide 552 public libraries that serve communities of under 20,000 people with one-time funding of \$9,000 each. The Federation of Ontario Public Libraries will also receive a grant of \$32,000 to promote the interests of Ontario's public libraries and help them achieve common goals.

"With this unprecedented funding, the Ministry continues to recognize the important role of libraries in Ontario, particularly in rural and remote communities of our province," said Marzio Apolloni, C.E.O. of Bruce County Public Library and a director of the Federation of Ontario Public Libraries.

"It confirms our belief that where you live should not determine the value of your citizenship."

Ontario's public libraries play a key role in supporting literacy and learning, fostering an appreciation of literature and culture and providing information resources to newcomers, job seekers, small businesses and entrepreneurs."

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